


UNNUMBERED MEMORANDUM

TO : Education Program Supervisors, District Supervisor,
Elementary and Secondary School Principals, Head Teachers,
Teachers-In-Charge, Officers-In-Charge
All Others Concerned

FROM : 
MERTHEL M. EVARDOME
Acting Asst. Schools Division Superintendent
OIC, Office of the SDS

SUBJECT : **RECOMPOSITION OF DIVISION PERSONNEL SELECTION BOARD AND
REITERATION OF COMPOSITION OF SCHOOL SELECTION BOARD AS
PER DEPED ORDER NO. 66, s. 2007**

DATE : January 6, 2015

For the information of the field, the Division Personnel Selection Board (PSB) is hereby recomposed as follows effective February 2, 2015:

Chairman : **DORIS DJ. ESTALILLA**
OIC, Office of the Asst. Schools Division Superintendent

Members : **FREDERICK B. VALLINAS**
Administrative Officer V

CHRISTINE T. CORONADO
Administrative Officer II (HRMO I)

Head of School where vacancy exists

President of Division DepED Employee's Union/
Faculty Association or their designated representative

Secretariat : **Office of the ASDS**

Moreso, on the basis of DepEd Order No. 66, s. 2007, otherwise known as Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions, the School Personnel Selection Board shall be composed as follows:

1. Elementary Schools

Chairperson : Principal/School Head
Members : Four (4) among Grade Level Chairpersons

2. Secondary Schools

Chairperson : Principal/School Head
Members : Department Head where vacancy exists
Department Head
Administrative Officer
Faculty President

Applicants for promotion to Teacher II and Teacher III shall be evaluated and assessed by the School Personnel Selection Board, for review and validation of the Division PSB; whereas, applicants for Master Teacher, other teaching-related and non-teaching related positions, both elementary and secondary, will be assessed and evaluated by the Division Personnel Selection Board.

Both the Division and School Personnel Selection Board are expected to ensure fair and transparent procedures of recruitment and selection of employees in accordance with the existing Civil Service Rules and Regulation and DepEd Issuances.

For your information and strict compliance.

UM - 06 s. 2015

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